

Military Surface Deployment and Distribution Command
Customer Advisory
January 11, 2012
CA-12-01/11-0006

Subject: Levy Exemption Waiver (LEW) Requirements Unique to Iraq

Purpose: Provide shippers updated guidance and procedures for requesting a Levy Exemption Waiver (LEW) for Defense Transportation System (DTS) cargo entering Iraq using surface transportation.

Be Advised: (This CA supersedes LEW requirements per CA-11-08/02-0181, dated 20 July 2011).

1. Levy Exemption Waiver (LEW):

- a. Effective 16 Jan 2012, shippers shipping cargo to Iraq must complete a LEW using the new form (See CA-12-01-11-0006 Reconstruction Levy Waiver Exemption Form and CA-12-01-11-0006 Reconstruction Levy Waiver Exemption Form –Multiple Pages). Incomplete and/or incorrect information on the LEW will frustrate shipments at the Iraq point of entry until the issues are resolved. **Shippers must ensure the Carrier Booking Number, Container Number, Vehicle Identification Number (VIN), Transportation Control Number (TCN), and Port Call File Number (PCFN) are included on all LEWs.** Motorized conveyances (vehicles/boats/construction equipment) must be identified by: VIN or chassis/motor numbers; make/model; year of manufacture and color. Armor vehicles must be identified as armor.
- b. **For FMS Shipments:** Each LEW request requires the **Foreign Military Sales (FMS) or Pseudo FMS Case Identifier and/or the Letter of Offer and Acceptance (LOA)** listed on the LEW Form as applicable. For Iraqi Security Forces Fund (ISFF) Direct Vendor Deliveries, list the contract number. Additionally, a copy of the purchase order for Direct Vendor Deliveries must be provided with the LEW request form, in addition to the prime contract. The purpose is to verify that cargo on the LEW Form is in support of an FMS case, Pseudo FMS case, or Direct Vendor Delivery. Purchase Orders, which include the contract number or the address of the sponsor organization, are very effective for this purpose.

2. LEW Documentation Requirements:

- a. **LEW Request Form in its original MS EXCEL FORMAT.**
- b. Appropriate signed Universal Services Contract (USC) Ocean Carriers Award Page.
- c. **Appropriate Primary Contract Award Page:** Shipper must provide a scanned copy of the primary award page of the contract under which cargo is being imported into Iraq. The award page must be dated and signed showing the contract number and an **expiration date or period of performance. The award page must contain the actual signature (by the contracting officer), as digital signatures are NOT recognized by Iraqi Customs.** In addition, Iraqi Customs requires a “link” between the cargo (listed on the

LEW Form) and the contract. This can be established by language within the contract, which states the service/equipment being provided. Sometimes, it can be established by the Purchase Orders or Seaway Bills. Please review your packet to ensure there is a visible “link” between the cargo and contract.

- d. Certificates of Origin for vehicles or construction equipment.
- e. **For Military Shipments:** Requisition and Invoice/Shipping Document (DD Form 1149) or a Transportation Control and Movement Document (DD Form 1384) is **REQUIRED**.
- f. **Commercial Packing List or Commercial Invoice is REQUIRED.**

NOTE: Iraqi Customs will make the final determination if documentation presented provides the proof required.

(2) Procedures for Completing the LEW

- a. Containerized cargo must include the container numbers (in the “**Line Number**” field).
- b. Complete the “Sponsor Organization” block with the carrier’s contract sponsor (i.e. SDDC Operations Center, Scott AFB, IL 62225).
- c. The “**Point of Entry**” click on the box and select from the choices on the drop down arrow. Point of entry must be within the borders of Iraq. **NO EXCEPTIONS!**
- d. **For military shipments, type MILITARY SHIPMENT in the “Unique Contract Number” block** or Commercial carrier’s contract number must appear in the “Unique Contract Number” Block.
- e. **Estimated Date of Entry:** Enter the estimated date the cargo will enter Iraq or cross the Iraqi Border. **REQUIRED FORMAT: DD-MON-YYYY.**
- f. Vehicles imported to Iraq must be model year 2006 or newer (or refurbished later than 2006). Construction equipment (cranes, forklifts, etc.) must be model year 1992 or newer (or refurbished later than 1992). Exemption requests for vehicles imported under the Iraqi LEW process must include the manufacturer’s certificate of origin. Iraqi Customs will not consider Export certificates of origin when requesting exemptions. If a vehicle is refurbished, a letter from the refurbishing company containing the year, make, model, Vehicle Identification Number (VIN), and date of refurbishment must accompany the request for exemption.
- g. Shippers will annotate the following information in the **Releasing Agency block:**

Carrier	Releasing Agency Information
MAERSK	Inchcape Shipping Service/Mr. Cavin Lobo, 964-7812719118
APL	Saba Maritime/Mr. Bilal Shakir, 964-7801023955
ARC	Barril for Maritime Services (Wilhelmsen Ship Services) CPT Mazin Hamid, #964-7801398406

LGL	American United Logistics - Ali Younis 964-77-03266243/Mark Bunch 965-9724-3062
FRLN	American United Logistics/Mahmood Ahmed 964-7700348748/DAMCO AIMEN INIZI 964-7902767575

h. Shippers **must** annotate the **Port Call File Number (PCFN)** and **Ocean Carrier Booking Number** in the top left corner on the LEW Request Form.

It is the responsibility of the contract agent and contractor to comply with this requirement. VIN numbers needs to be supplied by the contractor at time they provide their Shipment Instruction Register (SIR) shipping release request to a contract's designated DCMA or other contract administration Transportation Office. Tank and Automotive Command (TACOM) will add this requirement to all contracts and will provide information to the designated DCMA Transportation Office when a vehicle is ready to ship.

Submit following documents via email to CMD Customs Levy Waiver Logistics Coordinator: cmdbattlebox@gmail.com. POC: Mr. James Casteel, Comm. 281-929-1283 or DSN: 318-239-5092.

Shippers must include 840th DDSB and SDDC Int'l Process, Systems, and Documentation Branch on the e-mail copy line: 840thIraqLEW@swa.army.mil and usarmy.scott.sddc.mbx.documentation@mail.mil. Iraqi Customs liaison officers will verify, stamp, sign, and date the documentation. PCO will return approved, stamped forms to the shipper via e-mail.

*****PLEASE NOTE: If LEWs are returned for corrections, shipper has 10 DAYS to REPLY. If the shipper fails to respond within 10 days with the updates/corrections, SHIPPER MUST RESUBMIT THE ENTIRE PACKAGE.**

For LEW inquiries, it is IMPERATIVE the processor number (eg. 120107001) be used to request LEW status. Processor Number is in parenthesis at the beginning of the subject line when your email is returned acknowledging receipt of LEW request.

The **shipper** must provide the **APPROVED** LEW to the commercial carrier five days after vessel departure from POE. The commercial carrier or the carrier's agent will provide the waiver to Iraqi Border Customs Agent. **The LEW must match the cargo manifest.** If not, the cargo cannot clear customs and will delay.

f. Approved LEWs should be sent to the following personnel and carrier email addresses:

840 th Trans Bn (DDSB)	840thIraqLEW@swa.army.mil
595 th Traffic Mgt Div	595thTMD@kuwait.swa.army.mil
SDDC	Usarmy.scott.sddc.mbx.documentation@mail.mil
MNSTC ISAM Accounting, Trans Log	DLMNSTC-IFMSSHIPMENTS@iraq.centcom.mil
ACOA	wmsco@att.net ; lorena@amerct.com ; reed@amerct.com
APL	APL_GOVT_LOGISTICS@APL.COM

ARC	ARCCustomerService@amslgroup.com
CEGL	CGLCargo@intship.com ; chambert@intship.com ; wmsco@att.net ; roger@wmsc.us.com
FRLN	jpegram@farrelllines.com ; tnowotarski@mllnet.com ; KFarrell@mllnet.com ; mfranklin@farrelllines.com
IDMC	leo@intermarineusa.com ; jjackson@intermarineusa.com ; wmsco@att.net
LGLT	matt@libertymar.com ; libertyglobal1@gmail.com ; kcd@libertymar.com
MAEU	IRQGOV@maersk.com ; USACSESPCMIL@MAERSK.COM

Shippers will provide **approved LEW** via e-mail to ocean carriers or carriers' agent listed above five days after vessel departure from the POE.

SDDC POCs: Patricia Green, CML (618) 220-6849, DSN 770, patricia.a.green66.civ@mail.mil, usarmy.scott.sddc.mbx.doc-branch-team-1@mail.mil, usarmy.scott.sddc.mbx.doc-branch-team-2@mail.mil, usarmy.scott.sddc.mbx.doc-branch-team-3@mail.mil.

Expiration: Updates and revisions to this advisory will be published as necessary.